



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

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**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF MANITOBA
COUNCIL MEETING**

Saturday April 23rd, 2022, 0930 hrs

CMLTM Boardroom/Zoom Room - 245 Lilac Street, Winnipeg, MB

Present: Sajjid Janjua, Kamran Bashir (online), Matthew Bueno de Mesquita (online)

Public Representatives: Rajinder Pal Bhullar (online), Cynthia Rempel-Patrick (online), Steven Wu (online)

Guests: Adam Chrobak, Tricia VanDenakker, Heather Mauthe (online), Brad Collignon (online)

Regrets: Amina Khizar, Gloria Mactavish

1. Call to order and Land Acknowledgement Statement *Sajjid Janjua*
- Meeting called to order by Sajjid Janjua at 0930hrs. Quorum met.
 - Land Acknowledgement Statement was read.

2. Approval of February 9th, 2022, Minutes *Sajjid Janjua*

MOTION 22:19 Cynthia Rempel Patrick/Kamran Bashir

Be it moved to approve the February 9th, 2022, minutes as amended.

CARRIED

3. Approval of Agenda *Sajjid Janjua*
- Additions/Corrections: None.

MOTION 22:20 Matthew Bueno de Mesquita/Cynthia Rempel Patrick

Be it moved to approve the April 23rd, 2022, agenda as presented.

CARRIED

4. Strategic Plan *Adam Chrobak*
- Review of the strategic plan implementation tracking worksheet. The worksheet will track the projects under the three goals, timeline, outputs, and outcomes. The worksheet will be posted and updated on the CMLTM Board Effects platform.
 - Suggestions from Council welcome for the worksheet.
 - Added "Regulation of MLAs"
 - Added "Substantial Equivalence"
 - Leads required for some points on the worksheet.

5. Consent Agenda Items:

5.1 Financial report, Q1

- Investment report was circulated.

Rajinder Pal Bhullar



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5.2 Registrar's report

- Previously circulated.

Adam Chrobak

5.3 Board of Assessors report

- Previously circulated.

Gloria Mactavish

5.4 Continuing Competency Committee report

- Previously circulated.

Heather Mauthe

5.5 Complaints Committee report

- No report. Did not meet.

Michael David

5.6 Inquiry Committee report

- No report. Did not meet.

Brad Collignon

5.7 Executive report

- Previously circulated.

Sajjid Janjua

MOTION 22:21 Kamran Bashir/Steven Wu

Be it moved to approve the Consent Agenda Items as presented.

CARRIED

6. Informational Items/Updates

6.1 Canadian Alliance of Medical Laboratory Professionals Regulators (CAMLPR) Landing Page Project

Adam Chrobak

- Included in the Registrar's Report. Project is still proceeding well. The Gateway Project is included on the CAMPLR website now. CAMLPR has applied for a new federal grant to evaluate the MLT competency profiles.
- First draft reports were received from the language consultants (Canadian Language Benchmark). One report evaluated current language assessments currently used. The other report evaluated the language requirements for the exam and PLA process. The report was reviewed, and comments were submitted to the consultants. The language consultants will be meeting with CAMPLR in May. The report identified no change in practice requirements regarding language. The report suggested CAMLPR conduct a full benchmark exercise for the language assessment tests that will be accepted for registration. CAMLPR will need to decide on which language assessment tests will be accepted for MLT registration in Canada. Anticipated that CMLTM/CAMLPR will continue to use the MELA (Michener English Language Assessment). The MELA is a profession-specific language assessment. The expectation is to have 2-3 language assessments that CAMLPR and CMLTM will accepted for registration. It is important that whichever assessments are approve, they are accessible across Canada.



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6.2 RHPA Regulation Review

Adam Chrobak

- No change. Still working on it.

6.3 Substantive Equivalence Policy

Adam Chrobak

- There is pressure from government and employers in several provinces to recruit non-traditional MLT educated professionals to work in the labs. It is important that there is some sort of practice oversight of these individuals.
- The Registrar, Adam Chrobak, and the Deputy Registrar, Tricia VanDenakker, have been meeting with Shared Health to discuss. Once details are agreed on with Shared Health, the BOA will update the substantive equivalence policy, BOA-15.

Brad Collignon joined the meeting at 1009hrs.

7. Business Requiring Action

7.1 Approve/Confirmation 2022 Spring Newsletter

Sajjid Janjua

MOTION 22:18 (Survey Monkey) Rajinder Pal Bhullar/Amina Khizar

Be it moved to approve the Spring 2022 CMLTM Newsletter as presented.

CARRIED

7.2 Approve Complaints Committee Chair

Sajjid Janjua

MOTION 22:22 Matthew Bueno de Mesquita/Kamran Bashir

Be it moved to appoint Maria Bobiles as Chair of the Complaints Committee effectively immediately.

CARRIED

7.3 Appoint New Council Members

Sajjid Janjua

- Council needs to focus on the importance of the Nomination Committee. There is a perceived conflict of interest for the CMLTM Staff to recruit new members to Council/Committees. Council needs to set up meetings to talk to registrants about being on Council and sitting on Committees. This is also listed as a priority on the Strategic Planning Worksheet.

MOTION 22:23 Kamran Bashir/Steven Wu

Be it moved to appoint Patrick Levesque (Division 1) and Kristy Peadson (Division 2) to Council effective immediately for the remainder of the terms.

CARRIED

7.4 Policy Review, TOR-5, PR-6, GP-4, RC-RR-5, GP-25

Sajjid Janjua

- TOR-5 to be referred to the Nominations Committee for review.
 - Steven Wu to join the Nominations Committee to provide his experience with



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similar committees, though he does not interact with MLTs to be able to recruit them.

MOTION 22:24 Rajinder Pal Bhullar/Matthew Bueno de Mesquita

Be it moved to approve policy PR-6 as presented.

CARRIED

MOTION 22:25 Matthew Bueno de Mesquita/Kamran Bashir

Be it moved to approve policy RC-RR-5 as presented.

CARRIED

MOTION 22:26 Kamran Bashir/Matthew Bueno de Mesquita

Be it moved to approve policy GP-4 as presented.

CARRIED

MOTION 22:27 Cynthia Rempel Patrick/Kamran Bashir

Be it moved to approve policy GP-25 as presented.

CARRIED

7.5 2021 Council Performance Evaluation

Sajjid Janjua

- Executive Committee asked the Registrar, Adam Chrobak, to bring the performance evaluation for presentation. Executive Committee reviewed it prior to bringing to Council. Walked through the points of concern and will reflect on that.
- The Registrar, Adam Chrobak, and the Deputy Registrar, Tricia VanDenakker, will look for trends and report back to the Executive Committee.

Council went into camera at 1122hrs.

Cynthia Rempel Patrick and Kamran Bashir excused themselves from the meeting.

Council went out of camera at 1219hrs.

7.6 Registrar/CEO Performance Evaluation

Sajjid Janjua

MOTION 22:28 Matthew Bueno de Mesquita/Rajinder Pal Bhullar

Be it moved to increase the salary of the CEO/Registrar, Adam Chrobak, by 5% retroactive to the anniversary date of January 25, 2022.

CARRIED

Rajinder Pal Bhullar excused himself from the meeting.

8 Future Priorities

8.1 2022 Financial Auditor

Adam Chrobak

- The Registrar, Adam Chrobak, will be issuing an RFP for the 2022 financial audit.



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8.2 2021 CMLTM Annual Report

Adam Chrobak

- Committee Chairs and Council Chair to submit reports by mid-late May.

8.3 Enhanced Orientation

Adam Chrobak

- Ongoing and looking into Board Education Opportunities.

9. Future Agenda Items

Council

- Trends identified in Council Evaluation.
- Develop a CMLTM project dashboard to assist Council.

10. Meeting Review

Sajjid Janjua

- Survey will be sent out to attending members of Council and Committee Chairs.

11. Adjournment

Sajjid Janjua

- Meeting was adjourned by Sajjid Janjua at 1238hrs.

MOTION 22:29 Steven Wu

Be it moved to adjourn the meeting.

CARRIED

Approved on June 8, 2022 by COUNCIL